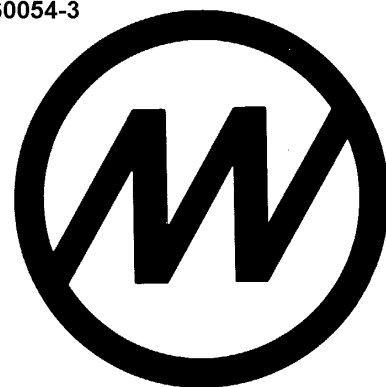


# micro-will

## micro-will



QUALITY MICROFILM  
SERVICES  
BY

## micro-will

THE HANDICAPPED  
NEED BUSINESS  
OPPORTUNITIES

AND

IT'S GOOD BUSINESS  
TO EMPLOY THE  
HANDICAPPED

A Business Operated  
By And For  
The Handicapped

Located At:  
Davis Memorial  
Goodwill Industries, Inc.  
1218 New Hampshire Avenue, N.W.  
Washington, D.C.  
Phone: 337-2775

Printed By The Handicapped At  
Davis Memorial Goodwill Industries

Graphics And Layout Assistance By  
The Handicapped Designers, Washington

## PURPOSE

MICRO-WILL was formed for the following purposes:

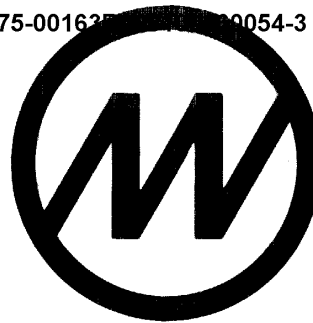
- To train the handicapped to assume full-time competitive employment
- To provide work for those handicapped individuals who are incapable of functioning in a competitive environment
- To provide, on a self-sustaining basis, quality microfilm services to government and industry

## PHILOSOPHY

MICRO-WILL is operated by Davis Memorial Goodwill Industries (a non-profit organization) on the philosophy that the handicapped can become productive employees in the newer technologies if provided with the opportunity. MICRO-WILL has been established as a self-sustaining organization which provides training and working opportunities for the handicapped by offering microfilm services to meet industry's needs. The contract work obtained will be performed by the handicapped and all proceeds will be devoted to employment opportunities for them.

IT'S GOOD BUSINESS  
TO EMPLOY THE  
HANDICAPPED

Approved For Release 2002/05/08 : CIA-RDP75-00163R000100060054-3



**MICRO-WILL offers quality microfilming services to government and industry with special emphasis on:**

- RIGID QUALITY CONTROL
- ARCHIVAL SPECIFICATIONS
- COMPETITIVE PRICES
- FAST, PERSONALIZED SERVICE
- PICKUP & DELIVERY
- CUSTOMER PREMISE FILMING AVAILABLE
- SMALL & LARGE CONTRACTS

**QUALITY SERVICES OFFERED BY MICRO-WILL WITH SATISFACTION GUARANTEED**

### MICROFILMING

- ROTARY MICROFILMING  
High speed filming of documents from checks to 11" x 17" sizes.

- PLANETARY MICROFILMING  
Customizing film of flat or bound documents of variable sizes up to 12" x 15". Larger sizes possible.
- FILM PROCESSING  
16mm or 35mm film  
Rigid quality control
- DIAZO DUPLICATING  
Copies of 35mm or 16mm film

### ASSOCIATED SERVICES

- CARTRIDGE LOADING  
Insert processed film into magazines
- CARTRIDGE UNLOADING  
Remove film and return cartridges for customer re-use
- MICRO-THIN JACKETS  
Insert film in micro-thin jackets
- APERTURE CARD MOUNTING  
Mount processed film on data processing cards
- DOCUMENT PREPARATION
- PICKUP AND DELIVERY

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**micro-will**

MICRO-WILL

1218 New Hampshire Avenue, N.W.  
Washington, D.C.  
Phone: 337-2775

FEE SCHEDULE FOR MICROFILMING SERVICES

PHOTOGRAPHIC SERVICES

<u>EQUIPMENT</u>	<u>FILM</u>	<u>REDUCTION RATIO</u>	<u>W/O CARTRIDGES</u>	<u>W/ CARTRIDGES</u>
<u>ROTARY - 3x5</u>				
Regular	16mm	24:1	\$ 6.50/1000	\$ 7.00/1000
Duplex	16mm	40:1	6.50/1000	7.00/1000
Duo	16mm	40:1	6.50/1000	7.00/1000
Card records must be camera ready (i.e., in good condition, of uniform size and thickness, and of one color, and not stapled or fastened together).				
<u>ROTARY - 8½x11 to 11x17</u>				
Regular	16mm	24:1	\$11.00/1000	\$11.75/1000
Duplex	16mm	40:1	11.00/1000	11.75/1000
Duo	16mm	40:1	11.00/1000	11.75/1000
<u>ROTARY - 12x Any Length</u> (To Be Computed Individually)				
<u>ROTARY PORTABLE - 8½x11</u>				
In-House	16mm	20:1	\$13.00/1000	\$14.00/1000
Outside	16mm	20:1	16.00/1000	17.00/1000
<u>ROTARY PORTABLE - 8½x14 to 11x17</u>				
In-House	16mm	20:1	\$14.00/1000	\$15.00/1000
Outside	16mm	20:1	17.00/1000	18.00/1000
<u>ROTARY PORTABLE - 12x Any Length</u> (To Be Computed Individually)				
<u>PLANETARY</u>				
8½x11	16mm	22:1	\$14.00/1000	\$14.75/1000
12x15	16mm	27:1	14.00/1000	14.75/1000

## FEE SCHEDULE

### ASSOCIATED SERVICES

#### DUPLICATING

16mm	W/O Cartridge	\$ 2.50/Roll (100 ft.)
16mm	W/ Cartridge	4.00/Roll (100 ft.)
35mm	W/O Cartridge	3.25/Roll (100 ft.)
35mm	W/ Cartridge	4.75/Roll (100 ft.)

#### PROCESSING - 16mm or 35mm

W/O Cartridge	\$ 1.60/Roll (100 ft.)
w/ Cartridge	3.00/Roll (100 ft.)

#### PREPARATION CHARGES

\$ 4.75/Hour

#### CARTRIDGE LOADING (MAGAZINES)

1.75 \$ 1.50/Cartridge

#### CARTRIDGE UNLOADING (MAGAZINES)

\$ 0.05/Cartridge

#### MICRO-THIN JACKETS

		<u>W/ JACKETS</u>	<u>W/O JACKETS</u>
3x5 (3 rows)	16mm	\$ 0.25/Jacket	\$ 0.15/Jacket
4x6	16mm	0.35/Jacket	0.15/Jacket

#### APERTURE CARD MOUNTING

With Film and Cards Provided

\$ 0.06/Card

#### PICKUP AND DELIVERY

1.75 per stop

Prices shown are for single order contracts.  
Individual quotations are available for quantity contracts.

Prices are subject to change without notice.

ALL DOCUMENTS MUST BE CAMERA READY, OTHERWISE SUBJECT TO PREPARATION CHARGE

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Microfilm Round Table Participants	10-28-70	<i>[Signature]</i>
2			
3			
4			
5			
6			
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
<b>Remarks:</b> For your information.  "Goodwill Industries" will <del>not</del> do microfilming under contract. The prices may interest you, when related to our discussions. They charge 1.4 cents per image plus other service and supply costs.			
FOLD HERE TO RETURN TO SENDER			
FROM NAME ADDRESS AND PHONE NO.			DATE
Chairman, Records Management Board			10-27-70
UNCLASSIFIED		CONFIDENTIAL	
		SECRET	

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